

Cheektowaga Public Library

-----Board of Trustees-----

Julia Boyer Reinstein Library
Administration Office
1030 Losson Road
Cheektowaga, NY 14227

At a regularly scheduled meeting of the Library Board of Trustees of the Town of Cheektowaga, Erie Co. Cheektowaga, NY. Held at the Julia Boyer Reinstein Library 1030 Losson Rd. in said town, on Wednesday, September 16, 2026 at 4:30 p.m.

Trustees:

Mark E. Weber
Chairman

Judith M. Mietlicki
Vice-Chairman

Denise Wilczak
Secretary-Treasurer

Philip Martino
Trustee

David A. Lupejkis
Trustee

Daniel Caufield
Director

Present:

Mark E. Weber, Chairman
Judith M. Mietlicki, Vice-Chairman
Denise Wilczak, Secretary-Treasurer
Philip Martino, Trustee
David A. Lupejkis, Trustee

Excused: *N/A*

Also Present:

Daniel Caufield, Director
Jill Todd, Recording Secretary

Public Guests: *N/A*

The Board Meeting was officially called to order by Chairman Mark E. Weber at 4:34 pm.

PUBLIC COMMENT: *N/A*

MINUTES:

The reading of the minutes from July were unanimously accepted, approved and carried.

TREASURER'S REPORT:

The treasurer's report for July and August have been unanimously accepted, approved and carried.

STATISTICS:

Library statistics for the Julia Boyer Reinstein Library and the Anna M. Reinstein Memorial Library were reviewed. Unanimously accepted, approved and carried.

CORRESPONDENCE:

- FOIL Request (FOIA-CPL-2026-8) received August 24, 2026

DIRECTOR'S REPORT:

1. Public Services

Programs, Learning Opportunities, Outreach and Events

- July 6 - The Creative Quacks rubber duck decorating contest concluded at Anna Reinstein Memorial Library. During June, Librarian Heidi Bofinger provided interested library patrons with common rubber ducks and challenged them to transform the ducks into imaginative creations. Participants painted, glued, costumed, and bedazzled their cute yellow friends. During the first week of July, their ingenuity was rewarded with a rubber duck display in the library. Patrons voted for their favorite duck, and a winner was selected as the most Creative Quack!
- July 11 and August 4 - Both Reinstein Libraries hosted Central Library's Tecknow Lab computer experts for an open Book-A-Tech Trainer session. Librarians Brenden Chili and Jackie Hovey filled one-hour appointments on these days providing one-on-one assistance. Patrons came in to ask many questions about computer, tablet, and cell phone use, leaving happy and more confident about their ability to use their devices. In addition to the Central Library's visiting Tecknow Lab staff, both Cheektowaga Libraries facilitated 16 one-on-one technology training sessions throughout the summer months.
- July 11 - The Anna M. Reinstein Library hosted a Really, Really Free Market. Members of the public could sign up for tables and bring in items to give away for free. Brought in for others were clean usable items such as household décor, small appliances, clothes, footwear, etc. The event was a great success with many members of the public clearing out their houses of unneeded items and others finding what they needed for free.
- June 27 to August 22 - Librarian Laura Scott coordinated the Teen D&D program at the Julia Boyer Reinstein Library. Teens between 12 and 17 enjoyed bi-monthly meetings throughout the summer for D&D adventuring, creating stories and enjoying gaming with friends.
- July 13 - Bubble Blast Science and Bubble Day was held at the Anna M. Reinstein Library. An educator from the Buffalo Museum of Science visited Anna Reinstein to lead an exploration of the science of soap and water. Participants experimented with bubble solution, bubble tools, and learned all about bubble science. The excitement continued outside the library with music, bubble machines, crafts, and bubble wand fun for all that attended!

- July 14, 21 & 28 Librarian Carol Veach coordinated Dino Days reading fun programs. Following the summer theme, “Unearth a Story”, children 3 to 11 years of age heard dinosaur stories, talked about their favorite dinosaurs, drew pictures, painted, and unearthed a “Fossil” from a clay egg.
- July 18 - The Buffalo Chess Association finished its series of monthly chess clinic at the Julia Boyer Reinstein Library. The Association will be planning more of these clinics and have asked to return to the Cheektowaga Libraries once scheduling can be arranged.
- July 18 & August 15 - The July Movie Day at Anna M. Reinstein Library featured the 2026 animated family films Hoppers. Fourteen library visitors caught the free showing of this Pixar science fiction comedy. The August Movie Day featured the 2026 animated family film Goat. Fifteen library visitors attended the free showing of this Columbia Pictures sports comedy.
- July 22 - Llama Llama at the Library - The Julia Bowyer Reinstein Library welcomed back Jay the Llama and his friends for the Llama Llama at the Library Event. Over 400 attendees came to see the Llamas and Farmer Smith from East Aurora’s Llama Adventures. In addition to meeting the llamas and taking pictures, attendees were able to hear Llama stories from NYS Assemblyman Patrick Chludzinski who stopped by and read to over 100 children. Attendees also had the opportunity to create llama crafts run by volunteers from the Cheektowaga Lions Club. Everyone had a wonderful time and look forward to our next Llama day event.
- July 27 and August 31 – Librarian Laura Scott coordinated the monthly Adult Craft Hours at the Julia Boyer Reinstein Library. Attendees had the chance to create Tattoo Decorated Rocks and Fairy doors. These programs are always well attended with many adult children attending with the parents to spend time together in a creative atmosphere.
- August 5 – The Anna M. Reinstein Memorial Library invited everyone to “Take a Vacation at the Library”. Patrons of all ages came to “travel” from Germany to Japan to Mexico to France and finally to Australia. Everyone grabbed a passport (a sticker book that looked like a passport) and went on to try a delicious snack from the countries they visited. After their tasty treat, everyone had the opportunity to make crafts from countries around the world, and learn fun facts from each location. Then we were off to the races at the Australia station, where patrons raced their own lizards on a racetrack. Everyone who came enjoyed the chance to explore the world right at the library.
- August 8 - The Anna Reinstein Memorial Library was once again happy to present Paws for Love: Read to a Dog in partnership with the SPCA Serving Erie County, NY. During this program, library guests experienced the simple joy of spending time with a dog while enhancing literacy skills through reading aloud. Reading sessions were twenty-minute long and included families and individuals.
- July –August -Financial health programs were offered through help from our many Partners at the Reinstein Libraries-
- Harmon Homes offered a First Time homebuyer workshop on July 9.
- Simply Advisory Group LLC offered a workshop explaining Changes in Medicaid and Medicare on August 8.
- Hafner Finance Group offered a workshop offering financial tips when preparing for and spending well into your retirement years on August 25.
- Additionally information tables were welcome at both libraries introducing our patrons to free legal advice through the Legal Aide Bureau of Buffalo and many more sources of interest to our patrons.

- August 12 - Both Cheektowaga Libraries (JBR at 1pm and Anna at 6 pm) hosted a performances by Checkers the Inventor. Checkers presented his dinosaur magic show to the thrill of children and adults alike.
- August 19 - Librarian Kathy Goodrich coordinated a Pre-K Boot camp program for children going into pre-K for the first time. This program was to introduce what would be happening in Pre-K before they arrived on the first day. Parents waited outside the programming room while Kathy introduced the children to activities such as using scissors, writing letters and coloring.
- August 25 - The Julia Boyer Reinstein Library held a Greyhound Meet and Greet program. Drop by the library to meet some adorable greyhounds and their handlers from Buffalo Greyhound Adoption. Handlers will be happy to answer questions, and the animals love to be petted and have their picture taken!

Summer Reading 2026 The Reinstein Libraries and B&ECPL system, participates with Collaborative Summer Library Program (CSLP) a national nonprofit organization that helps public libraries spark a love of reading. Through shared resources and collaborative works, CSLP makes it easier and more affordable for libraries to host high-quality summer reading programs that enrich their communities. Each summer the CSLP offers libraries a chance to follow a theme and this year it was "Unearth a Story". Throughout the summer, many of the displays and programs fit this theme. Dinosaurs (Paleontology) was a huge hit. With this theme, CPL Libraries offered reading challenges for all ages. For Children up to 12 years old reading logs were provided to track their minutes of reading. For every row completed children could come in and receive a small prize (book marks, little dinosaurs, pens & note pads, etc.) When they completed a full sheet, they would receive a larger prize (String Book Bag, hard cover book, stuffed dinosaurs, etc.) For each sheet completed, the child was also entered into a raffle to win a \$50 gift certificate from Target. Two hundred and forty eight children participated in the reading challenge reading for over 10,500 minutes throughout the summer. Teens and adults also had a chance to win prizes for reading. The Adult/Teen Ticket to Read allowed readers a chance to win prizes. For every book read, you could fill out a ticket to win one of eight prize baskets held at both CPL Libraries. These baskets included Movie Basket (over 20 DVDs popcorn and candy), Fitness Basket with equipment and books, Teen and Adult Book Basket with various genres, Games Basket with various board, dice and card games, an Art Basket with crafts and art equipment, a Journaling and Calligraphy Basket with blank journals and calligraphy pens and books, and a Lottery Ticket Basket. One hundred and fifty five teens and over 400 adults read a total of 2628 books over the summer and submitted tickets for the prize baskets. In addition to offering our own reading incentives for the summer, CPL Libraries helped NYS Assemblyman Patrick Chludzinski advertise his summer reading challenge as well as the BECPL systems online summer reading challenge. Both offered incentives and prizes for reading all with the hopes of keeping residents reading throughout the summer. The system wide summer reading program brought many new visitors to the Cheektowaga Libraries; this was the Passport to Reading Summer challenge. Residents in Erie County were invited to grab a passport listing all the Libraries in the BECPL system and travel to each over the summer. Those who completed the passport were given a Golden Library Card. Hundreds of families traveled to Libraries all over WNY to receive that Libraries sticker to be eligible for the Gold Card. This Challenge made for many wonderful opportunities to welcome people from outside our area to our Libraries and showcase our unique buildings and programs. Many local passport players finished their journey at CPL libraries to receive their gold Library Card and talk to staff about their adventures.

Outreach:

N/A

2. Collections: Development and Use

a. Highlights:

- Checklists for new materials have been completed with new adult non-fiction: biographies, forthcoming popular titles and the large print: fiction & non-fiction orders placed with Central's cataloging Department.
- Partnering with the with the New York State Department of Environmental Conservation, CPL Libraries now offer "I BIRD NY Birding Backpack Kits" Each backpack includes a pair of binoculars and information on local birds and wildlife. These kits are available for 7 days with renewals allowed.
- Librarian Hannah Krull has completed the archival acquisitions course offered through Library Juice Academy, thanks to the generosity of CPL, which wrapped in the final week of July. She found the course very useful to understand approaches to selecting, documenting, and acquiring archival and special collections, with an emphasis on ownership, copyright, and responsible collecting. In June and July, Hannah joined WNYLRC's Preservation Committee for an orientation to the committee and the first meeting of the new term, respectively. She has been able to support CE for WNYLRC member orgs, has contributed to the committee's libguide on preservation resources, and is assisting in the planning of several events for the next six months. Hannah is also drafting a Special Collections procedural manual, which will specifically address records retention as well as safety and security, and is integrating considerations for disaster planning and response—as discussed during our July board meeting. As we refine the scope of the Local History collection, which is now laid out in our Special Collections Collection Development policy, Hannah has pulled any materials that are clearly outside of our scope and have cataloged them in a spreadsheet according to the fields required of the new deaccession form to be considered for deaccession and donation. Finally, Hannah is currently supervising an intern from RIT's Museum Studies program (Katie Lawson), and is working with Katie to create a searchable database for the Reinstein Family Archives, facilitating the browsing and use of the archives by staff, community members, and researchers.

b. Displays:

- Hello Summer!
- Happy 250 America!

3. Operations and Infrastructure

a. Staff:

- August -The Cheektowaga Public Libraries welcomed Bradley Kaye to the organization after being hired as the Technology Clerk for the Julia Boyer Reinstein Library.

b. Facilities:

- The Butterfly Garden planted at the Julia Boyer Reinstein Library by Care Taker Nicholas Perison has gained a lot of positive attention and compliments from the public. So much so that a family used this location as a butterfly release.
- August - New parking lines have been painted in the Parking Lot of the Julia Boyer Reinstein Library.
- August - Park Side Fire and Safety checked all the fire extinguishers at both Libraries and conducted tests on the sprinkler system at the Julia Boyer Reinstein Library.
- August 17 - The phones at the Julia Boyer Reinstein Library were down due to issues with the Spectrum Phones at the outside pole. Phones were working by the following day.
- The Riding Lawn Mower at the Anna M. Reinstein Library is no longer working due to a broken axel. Director Caufield will be following guidelines in removing the old riding mower and will be purchasing a new mower.
- Throughout the summer issues with humidity occurred at both libraries due to various reasons (Cotton wood fluff build up and power issues). Danforth HVAC was called they were able to run maintenance checks and fix each problem.

c. Technology

- July 8th – A new cash maintenance system introduced at both CPL Libraries. This new system eliminates the old cash registers and links a cash drawer to the System Libraries computers. The new process for taking and recording transactions has been easy and all staff have been trained.

4. Partnerships, Meetings / Future Planning / Special Projects

- July 14 - Town Board of Cheektowaga voted to give the roof replacement job to Lake Shore Construction. Director Caufield has been working with the Town Engineers and contractors to review the site and plan a date for construction end of September/beginning of October 2026.
- August - Second quarter refunds from the Town arrived covering building repairs, inspections and Building treatments (pest control, etc.)

OLD BUSINESS

- **ITEM #01: Updates on roof and column replacements at Anna M. Reinstein Memorial Library:** Director Dan Caufield is in talks with the Town of Cheektowaga and the Construction companies involved with this project; construction is planned to start mid to late October.
- **ITEM #02: Overview of staff openings & new hires:** Director Dan Caufield was given two staff resignation letters by Carol Veach, P.T. Librarian I, and Monika McKeel, Sr. Page. Director Caufield, working with BECPL Human Resources, has posted the positions and will be filling them as soon as possible.

NEW BUSINESS

- **ITEM #03: Review and possible vote on Cheektowaga Public Library policies Patron Suspension and Reinstatement Policy:** Director Dan Caufield presented and read the Patron Suspension and Reinstatement Policy, after a short discussion Chairman, Mark E. Weber motioned to vote on this policy as presented. Vote was as follows: 5 Ayes, 0 Noes, and 0 Absent, unanimously accepted, approved and carried.

At 5:55 pm Chairman, Mark E. Weber motioned to adjourn the meeting, and passed unanimously. The next regularly scheduled meeting will be held October 21st, 2026 at the Julia Boyer Reinstein Library at 4:30 pm.

Respectfully submitted:

Jill Todd, Recording Secretary